

BA

DDA 83-1668/1
7 July 1983MEMORANDUM FOR: Chief, Building Services Branch
Logistics Services Division, OLDD/A REGISTRY
FILE: 45-14

FROM:

Executive Officer to the DDA

SUBJECT: Application for Property Pass, Form OF-7

REFERENCE: Multiple Addressee Memo fm C/LSD/OL, dtd 28 Jun 83,
same Subject

In order to facilitate departure from the Headquarters Building of visitors and employees carrying non-government-owned property, it is requested that authority be delegated to [] to issue one-time property passes (Form OF-7). In accordance with [] the following information is provided:

Badge Number
Employee Number
Component Designation
Room Number
ExtensionO/DDA
7D-24 Hqs.Attachment
Signature Card

APPROVED:

Chief, Building Services Branch, LSD/OL

Distribution:

- 0 - Return to EO/DDA w/o att
- 1 - C/BSB/OL w/att

NOTE: Above authorization will expire 08-01-84

7/12/84
Date